

## CROOK COUNTY LIBRARY BOARD MEETING

January 12, 2015

Moorcroft Branch Library

The Crook County Library Board met on Monday, January 12, 2015 at the Moorcroft Branch Library. Board members present were Maylee Baron-Kanode, Tami Baron, Hannah Ista, and Marge Myers. Jill Mackey, County Librarian, Pam Jespersen, Moorcroft Branch Librarian, Nancy Bowles, Hulett Branch Librarian, and County Commissioner Steve Stahla were also present. Board member Tam Hedges was excused due to illness.

The meeting was called to order at 9:00 a.m. by Maylee Baron-Kanode, Chairwoman, and began with the Pledge of Allegiance.

Tami made the motion to approve the agenda as presented; seconded by Marge; motion carried and approved.

Jill introduced Steve Stahla as the newly elected County Commissioner and welcomed him to the meeting.

There wasn't any correspondence at this time.

The minutes of the December 4, 2014 meeting were reviewed. Tami moved to approve the minutes as presented, seconded by Maylee; motion carried.

The checklist of expenditures for January 12, 2015 was reviewed.

Jill reviewed the treasurer's report. It was noted 24.28% of the funding has been expended of the libraries county budget. Total operating funds stands at \$381,955.85 which includes the Landers bequest that amounts to \$145,000. No money was used out of the reserve account to pay bills.

Marge moved to accept the checklist and treasurers report as presented; seconded by Maylee; motion carried.

### **Old Business:**

Board members were reminded of the upcoming Library Foundation meeting on January 15, 2015 of which Craig Showalter will be present to talk about investing funds in the Wyoming Community Foundation. It was noted that Jill had received another letter from the Landers family indicating another amount of money would be coming in the near future in the amount of \$191,408.08.

The board members were advised County Attorney Joe Baron is reviewing the lease for the Hulett branch library. Members of the Hulett Greater Community Center are planning to attend the library board meeting scheduled for February 5, 2015 in Hulett to discuss the lease at that time.

Discussion was held regarding the electrical outlets. Nancy Bowles talked with the contractor who has indicated he will work on the outlets sometime in the middle of the winter. Tam was going to talk to him also. The matter was tabled until the February 5<sup>th</sup>, 2015 library board meeting.

Jill advised the board she had ordered the new computers including a lap top for her use in accordance with the plans set in this year's budget. Discussion was held on Jill's being able to log in to each library facility with the lap top as she makes her weekly rounds.

Discussion was held regarding the progress of the website for the libraries. Also discussed was utilizing Facebook and setting up an account for the libraries.

The bank resolution and bank signature card were tabled until the February 5, 2015 meeting.

### **New Business:**

Tami presented the proposed salaries budget to the County Commissioners on January 7, 2015. County Commissioner Stahl advised the board members the County Commissioners are reviewing the cost of living and how it is dispersed to county employees along with salaries and reviewing the budget needs as a whole.

### **Review of Yearly Calendar:**

Jill's evaluation is supposed to be in February 2015 however the board would like to review and update all the job descriptions and the evaluation form prior to any evaluations being completed. Jill's evaluation is rescheduled for the March 5, 2015 board meeting.

Tami will check with Tam to see what her work schedule looks like as far as attending the library board meetings. Then, Tami will update the board's annual calendar and reflect the dates and times of the meetings.

### **Executive Session:**

Maylee requested the board enter into executive session at 9:45 a.m.

Executive session ended at 9:59 a.m.

### **Regular Meeting Back in Session:**

Having left executive session, the board entered back into regular session.

**Adjournment:** There being no further business at this time Marge made the motion to adjourn the board meeting at 10:00 a.m.; seconded by Hannah; motion carried.

### **Future Meetings:**

The next library board meeting will be February 5<sup>th</sup>, 2015 at the Hulett Branch Library at 1:00 p.m.

Respectfully submitted by

---

Marge Myers, CCL Secretary

---

Maylee Baron-Kanode, CCL Chairwoman